



Topic: Key Questions and Areas of Study

The group reviewed the capital related questions included in the OSC Committee Initial Questions memo prepared by Richard Benka, dated October 7, 2013.

The group also specifically discussed testing the assumptions and outcomes of BSpace for the K-8 decisions including demographic trends, clarifying high school capacity for the HS decisions, understanding the space impacts of the materials fee and METCO programs and understanding the phasing/sequencing of three potential projects.

The group briefly discussed opportunities to better utilize space to increase revenue (space rental to outside programs) but concluded that that line of inquiry is best addressed by the Revenue Subcommittee and that the Capital Subcommittee should refer any suggestions along those lines to Kevin Lang as chair.

The group agreed that L. Serafin would develop the first draft of a workplan chart to identify the issues for the subcommittee, the information needed and an approach for addressing the issue.

Topic: Information Needs

The group recognized that there are other OSC subcommittees which are focused on the same questions and that it would be important to coordinate with other groups on assumptions and final recommendations. S. Modigliani also shared his knowledge of other town committees focused on the capital question including the Advisory Subcommittee on Capital, the Capital Subcommittee of the School Committee and recommended staying in touch with Carla Benka and Helen Charlupski of these Subcommittees.

S. Modigliani offered to circulate to the group general school construction metrics information. S. Modigliani also noted the availability of an integrated capital projects schedule prepared by P. Rowe and offered to attempt to obtain a copy for the group in advance of a meeting with P. Rowe.

The group determined it is important to have presentations by – and be able to ask questions of – B-Space committee members, HMFH, P. Rowe and Ray/Tony (town program managers). P. Rowe will attend the November 7 meeting. The others will be invited to present at subsequent subcommittee meetings and the group will coordinate with the larger OSC.

Topic: New Business

The group recognized the importance of coordinating with other subcommittees and identified formal and informal membership on other subcommittees as follows: Levin – Fiscal; Modigliani – Demographics (formal) and Revenue (informal); Serafin Sheehan – Schools (program); and Sullivan – Schools (program).

Topic: Next Meetings

Dates for Committee Meetings #2 and #3 were identified but subsequently changed to Thursday November 7 at 8:30 a.m. and Thursday November 21 at 7:30 a.m.